

## Commercial Plans Submittal Using Accela Citizen Access To Be Implemented February 4th

Effective Monday, February 4<sup>th</sup>, all new commercial plans must be submitted electronically through Accela Citizen Access. Accela's Electronic Document Review (EDR) is a fully integrated feature within Accela Automation that leverages Adobe Acrobat X to provide review and markup of documents in the PDF format. You will have access to review your marked up documents via Accela Citizen Access.

Electronic Plans should be submitted through the current EPLan process via e-mail to the Land Development inbox, <a href="mailto:ldplans@charlottenc.gov">ldplans@charlottenc.gov</a> until midnight on Sunday, February 3<sup>rd</sup>. In addition, the resubmittal of plans originally submitted through the EPlan process should continue via email to <a href="mailto:ldplans@charlottenc.gov">ldplans@charlottenc.gov</a> until the plans are approved.

If you have any questions, please do not hesitate to contact Land Development Customer Service at 704-336-6692.

## **Upcoming Stakeholder and Committee Meetings**

All meetings are open to the public.

**STORM WATER ADVISORY COMMISSION (SWAC) MEETING**: Meetings are typically held on the third Thursday of every month.

**SUBDIVISION STEERING COMMITTEE MEETING:** The next meeting is scheduled for Wednesday, February 20, 2013.

**TREE ADVISORY COMMISSION**: Meetings are typically held on the third Tuesday of every month at the Charlotte Mecklenburg Government Center, 600 East Fourth Street.



HAPPY VALENTINE'S DAY! HAPPY VALENTINE'S DAY! HAPPY VALENTINE'S DAY!

## LAND DEVELOPMENT

Be recognized as the region's leader in regulatory services that protect the welfare of the public and the environment, and support smart growth.